

Self Employment

Verification of Hours Worked Worksheet

Date: _____

JAS ID or SSA _____

Parent's Name _____

Business Name: _____

UBI Number or SSA (Supporting Documentation – such as business license/tax return): _____

Income: Example: (Record Billing Invoices)

Total Income: _____

Expenses: Example: (Record expenses; material costs; overhead costs)

Total Expenses: _____

Self-employment Formula:

- Gross Monthly Business Receipts (income): _____
- Subtract allowable business expenses from the gross monthly business receipts. _____
- Divide the result by the federal minimum wage (\$6.55.)
- The result is the number of self-employment hours per month. _____
- Divide the number of hours per month by 4.33.
The result is the number of hours per week. _____

Verified by Counselor: (Print Name) _____

Signature: _____ Date: _____